

New Jersey Wing Report Suspense Date Calendar

Dates	Event/Reports Due	Time/Location	Reference	OPR
January 03				
31	IACE Applications due		NER	CPR
31	Academic Scholarships Due		NER	CPR
February 03				
1	Units submit safety report(s) from prior month to group safety officers		NJ	SE
7	Group Safety officers submit combined package of unit safety reports to NJ Wing Safety Officer. Group Safety officer submit Group 22x Safety Report Summary spreadsheet to NJ Wing Safety Officer		NJ	SE
15	Wing Cadet, Senior, Safety Officer, Chaplain, Senior Chaplain, MLO of the year, Brewer Award, Turner (Safety) Award and Sqd of Distinction due to Region.		Policy Ltr	DP, HC, AE, SE, CC
17	FY 00 Finalized Audited Financial Statements		NHQ	
March 03				
1	Units submit safety report(s) from prior month to group safety officers		NJ	SE
7	Group Safety Officers submit combined package of unit safety reports to NJ Wing Safety Officer, Group Safety Officers submit Group 22x Safety Report Summary spreadsheet to NJ Wing Safety Officer		NJ	SE
31	Annual Charter Review		CAPR 20-2	DP
31	CD Orientation Reports		CAPR 50-15	DOC
April 03				
	Units submit safety report(s) from prior month to group safety officers			
1	LV Beau Flight scholarship, LS Morse scholarship Aps. due to NHQ		CAPM 52-16 para 15-17	CP
7	Group safety officers submit combined package of unit safety reports to NJ Wing Safety Officer. Group Safety Officers submit Group 22x Safety Report Summary spreadsheet to NJ Wing Safety Officer		NJ	SE
15	Wing Safety Officer Submits Quarterly safety summary to NER Director of safety			SE
15	H-1 Quarterly Station Statistics Report		CAPR 100-1	DOK
30	CAPR 62-1 Safety Survey Cycle Ends			

Dates	Event/Reports Due	Time/Location	Reference	OPR
May 03				
1	Units submit safety report(s) from prior month to group safety officers. Last day for unit to submit annual Safety Survey to Group Safety Officers		NJ	SE
7	Group safety officers submit combined package of unit safety reports to NJ Wing Safety Officers. Group Safety Officer submit Group 22x Safety Report summary spreadsheet to NJ Wing Safety Officer		NJ	SE
8	Group safety officers submit combined package of unit Annual Safety Survey to NJ Wing Safety Officer		NJ	SE
15	Wing Safety Officer submits Annual Safety Survey Report to NER Director of Safety			SE
June 03				
1	Units submit safety report(s) from prior month to group safety officers		NJ	SE
7	Group safety officers submit combined package of unit safety reports to NJ Wing Safety Officer. Group Safety Officers submit Group 22x Safety Report Summary spreadsheet to NJ Wing Safety Officer.		NJ	SE
30	Regional Historical Narrative Due		NHQ	
30	Wing Safety Officer submits semi-annual update of CAPR 62-2 NJ Supp-1 Attachment 7, notification Roster to NER Director of Safety		NER	SE
31	Chaplain Semi-annual report due to Wing HQ		CAPM 265-4	HC
July 03				
1	Units submit safety report(s) from prior month to group safety officers		NJ	SE
7	Group safety officers submit combined package of unit safety reports to NJ Wing Safety Officer		NJ	SE
15	H-1 Quarterly Station Statistics Report		CAPR 100-1	DOK
15	Request to Change Wing Dues to NHQ		CAPM 39-2	DP
15	Wing Safety Officer submits quarterly safety summary to NER Director of Safety		NER	SE
31	Wing PAO reports due to National/Region (Wing PAO Rosters NER)		CAPR 190-1 Chap 4 pg 5	POA
August 03				
1	Units submit safety reports(s) from prior month to group safety officers		NJ	SE

Dates	Event/Reports Due	Time/Location	Reference	OPR
7	Group Safety Officers submit combined package of unit safety reports to NJ Wing Safety Officer. Group Safety officers submit Group 22x Safety Report Summary spreadsheet to NJ Wing Officer		NJ	SE
31	FY01 Notification of Auditor Selection due to National Auditor		Nat Calendar	
September 03				
1	CAPF DOS Test, alert/resource report TEST			DOS
1	DDR End of Year Report (if funds received) & DDR application due NHQ		CAPP 55	DCP
1	Units submit safety report(s) from prior month to group safety officers		NJ	SE
7	Group safety officers report(s) from prior month to group safety officers		NJ	SE
October 03				
1	Units submit safety report(s) form prior month to group safety officers		NJ	SE
7	Group safety officers submit combined package of unit safety reports to NJ Wing Safety Officer. Group Safety Officers submit group 22x Safety Report Summary spreadsheet to NJ Wing Safety Officer		NJ	SE
15	H-1 Quarterly Station Statistics report		CAPR 100-1	DOK
15	Wing Safety Officer submits quarterly safety summary to NER Director of Safety		NER	SE
31	Wing PAO reports due to National/Region		CAPR 190-1 Para 14-3	PAO